

**Owner/Builder  
Affidavit**

Name of Applicant:

Address of Applicant:

I have applied for a construction permit for the above-described property. I affirm that I have read the requirements for obtaining permits for the construction of any building, highway, sewer or structure, or any removal, grading or improvement, and that I am exempt from the requirements of Chapter 10, Contractors, of Title 54.1, Professions, of the Code of Virginia (1950), as amended (hereafter, "Act").

The basis for my exemption is the following, such exemptions being the same as are set forth in Sections 54.1-1100 and 54.1-1101 of the Act:

- ☐ I represent a governmental agency performing with its own forces;
- ☐ I am performing work bid upon or undertaken for the armed services of the United States;
- ☐ I am performing work bid upon or undertaken for the United States government on land under the exclusive jurisdiction of the federal government either by statute or deed of cession;
- ☐ I am performing work bid upon or undertaken for the Virginia Department of Transportation on the construction, reconstruction, repair or improvement of any highway or bridge;
- ☐ I am specifically excluded by another law, such law being the following:

I understand that I am exempted from the requirements for obtaining permits only to the extent permitted by such law;

- ☐ I am a material supplier who renders advice concerning use of products sold and who does not provide construction or installation services;
- ☐ I am a person who will be performing or supervising the construction, removal, repair or improvement of no more than one primary residence owned by me and for my own use during any 24-month period;
- ☐ I am a person who will be performing or supervising the construction, removal, repair or improvement of a house upon my own real property as a bona fide gift to a member of my immediate family provided such member will live or lives in the house. For purposes of this

exclusion, "immediate family" includes my mother, father, son, daughter, brother, sister, grandchild, grandparent, mother-in-law and father-in-law;

- ☐ I am a person who will be performing or supervising the repair or improvement of the industrial or manufacturing facilities, or a commercial or retail building, for my own use;
- ☐ I am a person who will be performing or supervising the repair or improvement of residential dwelling units owned by myself that are subject to the Virginia Residential Landlord and Tenant Act (§55-248.2 et seq. of the Code of Virginia [1950], as amended);
- ☐ I am an owner-developer, and any third party purchase is, or will be, a third party beneficiary to a contract between myself and a licensed contractor whereby the contractor's obligation to perform the contract extends to both myself and the third party; or
- ☐ Work undertaken by students as part of a career and technical education project as defined in §22.1-228 of the Code of Virginia (1950), as amended, established by any school board in accordance with Article 5 (§22.1-228 et seq.) of Chapter 13 of Title 22.1 of the Code of Virginia (1950), as amended, for the construction of portable classrooms or single family homes.

I understand that any reference to me in this document also includes the company or entity I own, work for, or represent.

I understand that even if I am exempt from the Act pursuant to the provisions of Exemption Nos. 7-12 above, I must comply with all other provisions of the Uniform Statewide Building Code.

I understand that if I have stated that I am exempt pursuant to the provision of Exemption Nos. 7, 10, 11 or 12 above, I am required to obtain a certificate of occupancy for any building constructed, repaired or improved by me prior to conveying such property to a third party purchaser, unless such purchaser has acknowledged in writing that no certificate of occupancy has been issued and that such purchaser consents to acquire the property without a certificate of occupancy.

I understand that any work performed by any person other than me, any member of my immediate family, or any employee of any company that I own, will be performed by a licensed contractor.

I understand that anyone who undertakes work without a valid Virginia Contractor's license or certificate, when a license or certificate is required by the Act, is subject to criminal prosecution.

Signature:

Name (printed):

Company (if any):